



SPRING 1918



WAR WORK

Containing Official Instructions
for Red Cross Supplies and
Soldiers' and Sailors'
Comforts

Spring, 1918
(Superseding all Previous Editions)

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Additional copies of this book will be sent, free of charge, to Officers of Red Cross and Patriotic Relief Societies.

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Apply at Provincial or Local Red Cross Branches, or to the Head Office, C.R.C.S., 77 King Street East, Toronto.

THE NATIONAL RELIEF COMMITTEE

The members of the National Relief Committee are as follows :

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Col. Sir H. M. Pellatt, C.V.O., Toronto.

C. J. Copp, M.D., Toronto.

Lt. Col. R. H. Pellatt, Toronto.

Mrs. A. E. Gooderham, Toronto.

Mrs. H. P. Plumptre, Toronto.

The National Relief Committee is the Executive Body of the joint organization of the Canadian Red Cross Society, the St. John Ambulance Association, the St. John Ambulance Brigade, and the Medical Branch of the Department of Militia and Defence. It was organized at a meeting held at Government House, Ottawa, called under the auspices of Field Marshal His Royal Highness the Governor-General, for the purpose of co-ordinating the work of relief in supplying auxiliary aid to the troops at home and abroad. Representatives were present from all the organizations mentioned, and the duties of the respective bodies were defined as follows :

Canadian Red Cross Society : The collection of funds and material together with the distribution of the same.

The St. John Ambulance Association : The formation of Voluntary Aid Centres, and instruction generally in First Aid.

The St. John Ambulance Brigade : The formation of Voluntary First Aid and the provision of personnel to the Army Medical Corps.

At a subsequent meeting the National Committee of Women for Patriotic Service (commonly known as the National Service Committee) was added to the conjoint organization, and the duty allotted to them of collecting comforts for the troops. In consequence of the creation by the Government of a Director of National Service, and in order to secure a direct appeal in Canada under the name of the Canadian War Contingent Association, the National Service Committee has resigned the duty in favour of a Dominion Branch of the C.W.C.A., including both men and women.

Arrangements were later made with the Canadian War Contingent Association, with headquarters at 123 Victoria Street, London, S.W., England, for the distribution of all comforts, while the Canadian Red Cross Society's London Office, 14-16 Cockspur Street, would look after the distribution of Red Cross Supplies. The Hon. Sir George H. Perley, M.P., Minister of Militia Overseas, is President, and J. G. Colmer, Esq., C.M.G., is Secretary of the Canadian War Contingent Association ; and Colonel Charles A. Hodgetts, C.M.G., M.D., is Canadian Red Cross Commissioner in London.

THE CANADIAN BRANCH OF THE ST. JOHN AMBULANCE ASSOCIATION

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The St. John Ambulance Association is the Ambulance Department of the Order of the Hospital of St. John of Jerusalem in England, a most ancient Order possessing an unbroken record dating back to the eleventh century, and from which the Red Cross movement, to-day so largely in the public eye, derives its origin. From this most historic Order of St. John of Jerusalem is descended the distinguished Order as it is known to the present generation, and this in its turn brought into existence the St. John Ambulance Association as we now know it. Such is, in very brief form, the background of history from which the St. John Ambulance Association and its offshoot the St. John Ambulance Brigade have evolved, and never surely had a good cause such inspiring memories to draw upon.

The device of the Red Cross was adopted at the time of the Geneva Convention in 1863, the Congress adopting the arms of the City of Geneva, only reversing its colours. The Order of St. John of Jerusalem in England, as it then existed, was represented at the International Conference of Red Cross Societies held in Berlin (*obisit omes*) in 1869, but the real beginning of the ambulance movement as we know it dates from the Franco-German War of 1870, when it was seen that no Red Cross Society could fulfil its duties in time of war unless it were properly organized in time of peace. What has been done for field hospitals by Florence Nightingale has been done for ambulance work generally by the St. John Ambulance Association. For the last forty years its powers and organization have been steadily developing, not only in the British Isles but through the Empire, so that India, Canada, South Africa, Australia, and all the other Dominions have now their own splendid organizations, while in Jerusalem it maintains the British Ophthalmic Hospital. All these are integral parts of the Ambulance Department of the Order of St. John.

The Association was founded in 1877, and the Canadian Branch was organized in 1910, with headquarters at Ottawa. The objects are :

(a) The instruction of persons in rendering "First Aid" in cases of accidents or sudden illness, and in the transport of the sick and injured.

(b) The instruction of persons in the elementary principles and practice of nursing, and also of hygiene and sanitation, especially of a sick room.

(c) The manufacture and distribution, by sale or presentation, of ambulance material, and the formation of ambulance depots in mines, factories and other centres of industry and traffic.

(d) The organization of Ambulance Corps, Invalid Transport Corps, and Nursing Corps.

(e) And generally the promotion of instruction and carrying out works for the relief of suffering of the sick and injured in peace and war, independently of class, nationality, or denomination.

It is not the object of the Association to rival the medical man, but to aid him, and the subject matter of the instruction given at the classes has been defined by the Medical Committee of the Ambulance Department with the object of qualifying the public to adopt such measures as may be advantageous pending the doctor's arrival, or during the intervals between his visits.

The needless suffering frequently caused by the ignorance of unskilled persons is as undoubted as it is deplorable. By rough handling, or even the mere want of the slightest knowledge of how to support an injured limb, a simple fracture has been made compound, or even complicated. The method of arresting bleeding from an artery is quite easy, yet thousands of lives have been lost, the very life-blood ebbing away in the presence of sorrowing spectators perfectly helpless because none among them had been taught one of the first rudiments of instruction of an ambulance pupil—the application of an extemporized tourniquet. Again, how frequent is the loss of life by drowning, yet how few persons comparatively understand the way to treat properly the apparently drowned.

A class consists of 30 members or under, of one sex. Each class pays a fee to the Canadian Branch of \$5.00, to help defray expenses, and as a slight return for the literature furnished. The usual way to form a class is for a lady or gentleman to collect a suitable number of names, charge each pupil an entrance fee sufficient in amount to cover the expenses, including those incurred locally for hire of room, local printing, postage, etc. It is generally advisable to hold a preliminary meeting, at which the objects and benefits of the instruction to be given can be explained. The Local Secretary will on being requested arrange for a lecturer and for a supply of necessary material, including books, bandages, etc.

Any doctor (male or female) who is duly registered and qualified to practise medicine in the Province in which the class is located, provided he or she adheres to the authorized official syllabus of the Association, can lecture to a class with the concurrence of the Local Executive. From twenty-five to thirty is the best number for a class. It is not desirable to have more than thirty, as the instructor cannot give sufficient time to each pupil if this number is exceeded. The course of instruction consists of at least five lectures, with an interval of not less than a week between each. The syllabus

can be divided into more lectures than five at option. Each lecture lasts about two hours, as much time as possible being devoted to practical work, such as bandaging, application of splints, etc. Classes are also held by the Association in Home Nursing, Home Hygiene, and Sanitation.

The General Council has the supervision of the work in Canada as a whole, but the administrative work in each Province is under the general direction of the Provincial Council, to which organizations applications should be made by all desirous of taking up the work. The names and addresses of Provincial Secretaries are as follows :

BRITISH COLUMBIA—William Burns, 216 Vancouver Building, Vancouver, B.C.

ALBERTA—A. E. Ottewell, B.A., University of Alberta, Edmonton, Alta.

SASKATCHEWAN—A. E. Counsell, Regina, Sask.

MANITOBA—Geo. Luckhurst, Box 1893, Winnipeg, Man.

ONTARIO—C. J. Copp, M.D., 554½ Yonge Street, Toronto, Ont.

QUEBEC—S. A. Gidlow, 231 Windsor Station, Montreal, Que.

NEW BRUNSWICK—Miss Lilian Hazen, 66 Hazen Street, St. John, N.B.

Nova Scotia—W. H. Studd, Prov. Auditor's Office, Halifax, N.S.

PRINCE EDWARD ISLAND—Major Ira J. Yeo, Charlottetown, P.E.I.

CANADIAN PACIFIC RAILWAY—S. A. Gidlow, Room 231 C.P.R. Windsor Station, Montreal, Que.

INTERCOLONIAL & P.E.I. RAILWAYS—J. E. Long, Moncton, N.B.

GRAND TRUNK RAILWAY SYSTEM—F. A. Bourne, Montreal, Que.

The St. John Ambulance Brigade Overseas within the Dominion of Canada

HEADQUARTERS: 554½ YONGE ST., TORONTO, ONTARIO

Deputy Commissioner for Canada
Brigadier-General Sir Henry M. Pellatt, C.V.O.

Assistant Commissioner for Ontario
Charles J. Copp, Esq., M.D.

Organized for the purpose of assisting the Metropolitan and City Police in the crowded thoroughfares of the City of London, during the Jubilee of Her Most Gracious Majesty, Queen Victoria, in 1887, the St. John Ambulance Brigade has developed into an imperial organization with its divisions in all parts of the Empire: and from a group of men meeting at St. John's Gate for Ambulance practice and drill for the purpose of rendering public duty, to an organization of over thirty thousand men and women serving under their officers and rendering succour to their fellows wherever and whenever the occasion may offer, without thought of reward or remuneration of any kind.

The Brigade is an offshoot of the parent Association, its distinguishing feature being that it is a voluntary organization for rendering first aid to the public in a systematic manner by members holding the certificate of the St. John Ambulance Association, whose efficiency is periodically tested.

The details of the formation and discipline of local corps and divisions have been so far systematized that they form parts of one complete and harmonious whole, and the members are not only available for local purposes, but under certain conditions may volunteer to serve in case of national emergency.

The objects of the Brigade are thus defined in the General Regulations approved for the guidance of the Brigade Overseas, by His Royal Highness the Grand Prior and the Chapter General of the Order of the Hospital of St. John of Jerusalem in England.

1. To afford holders of First Aid Certificates from the St. John Ambulance Association, opportunities of meeting together for ambulance and nursing practice, with the object of combining individual efforts for the public advantage.

2. To render first aid to the sick and injured on public occasions, with the sanction of the police and other authorities, and to maintain in readiness for such duty a body of trained men and women qualified so to act.

3. To enrol a body of civilians, qualified in first aid and trained in ambulance drill and nursing duties willing to be placed at the disposal of the military and other authorities as a supplement to the public medical services in case of necessity either at home or abroad.

4. To train men in Ambulance transport service.

5. To develop and promote every means of rendering first aid to the injured.

As regards the employment of the Brigade Overseas in aid of the military and other medical services in time of war or other necessity, it should be clearly understood that no obligation is incurred by persons joining the Brigade Overseas to serve in conjunction with the Army and Navy ambulance or nursing services, and that any undertaking to do so in case of national emergency would be a purely voluntary act.

The Brigade Overseas works under the general supervision of the Ambulance Department of the Order of St. John and is centrally controlled by the Chief Commissioner of the St. John Ambulance Brigade Overseas. Major-General James Cecil Dalton (late R.A.) at St. John's Gate, assisted by a Deputy Commissioner for each of the Colonies, who in turn is assisted by Assistant Commissioners, each of whom is officer-in-charge of a definite district. In Canada Districts are regulated by the Provinces of the Dominion.

Brigadier-General Sir Henry M. Pellatt, C.V.O., D.C.L., is Deputy Commissioner for Canada. Lieut.-Colonel F. L. Vaux, P.A.M.C., is Assistant Commissioner for the District of Manitoba and is seconded while on Active Service, and Dr. C. J. Copp is Assistant Commissioner for the District of Ontario and Acting Officer-in-Charge of all the Districts in Canada for the time being.

The unit of the Brigade is the Division. An Ambulance Division is composed of at least sixteen men, exclusive of the Divisional Surgeon, and a Nursing Division of not less than twelve nursing Sisters with a Divisional Surgeon and Nursing Officers.

A Corps consists of at least three Ambulance Divisions, each with its full complement of officers, with a minimum aggregate of one hundred members, exclusive of Officers, Sergeants and Corporals. When a Nursing Division forms part of a Corps, not more than twenty-five nursing sisters count towards the minimum number of one hundred.

The instructions for the routine work of the Division are contained in the General Regulations, and nearly the whole of the routine correspondence with District and Brigade Overseas Headquarters is conducted by means of Brigade Forms.

The Division must be self-supporting and funds necessary for the maintenance of the unit are collected locally and disbursed by the members of the Division, as provided for in the General Regulations, Brigade Overseas. There is no contribution to Headquarters at St. John's Gate or in Canada.

The essential conditions of membership in the Brigade Overseas are as follows :

(a) Good character and suitable physique. Age not under seventeen years or over fifty-five years. Height for men, not under 5 ft. 4 in. Chest not under 32 inches.

(b) The possession of a First Aid Certificate (not a Junior Certificate) of the St. John Ambulance Association. This is absolutely necessary for all members of the Brigade Overseas with the sole exception of registered medical practitioner or a trained nurse, i.e., a nurse who has completed a three years' course in a general hospital, having a recognized nurses' training school attached, and who, having qualified in the examination of the institution, has received a certificate to that effect. For membership of a Nursing Division, a certificate in Nursing from the St. John Ambulance Association must be obtained in addition to the certificate in First Aid.

(c) The maintenance of efficiency as defined in Brigade Overseas General Regulations.

This condition entails :

1. Attending in each official year at least twelve drills (or practices in the case of Nursing Divisions)

at each of which there must be some practice of First Aid.

2. Passing an annual re-examination in First Aid (and also in nursing in the case of Nursing Divisions and of men who hold nursing certificates) conducted whenever practicable by a medical officer of the Brigade Overseas.

3. Attending an annual inspection (chiefly as to administration, discipline, general appearance, efficiency in stretcher drill, and elementary Infantry Drill) whenever such inspection is ordered by a duly authorized officer of the Brigade Overseas.

4. Being certified by the officer in charge of the unit as efficient in drill or nursing duties as the case may be.

5. Turning out to public duty to the satisfaction of the officer in charge of the unit.

In the formation of Divisions it is to be fully understood that the object of forming divisions of the Brigade Overseas is not for the main purpose of attending solely to accidents that may occur in a particular manufactory, work yard or other private establishment ; there must be in addition to this, a bona fide intention of doing public duty whenever practicable.

The Brigade Overseas, within the Dominion of Canada was organized in 1912, and has since that time developed in most of the Provinces of the country. It has provided from its personnel a Contingent of one Surgeon, two women orderlies and forty-six orderlies to the hospitals of the allied forces, under Dr. W. R. Mason and Mr. Albert Keen. The men have been enlisted into the ranks of the Royal Army Medical Corps. Ten, with a Sergeant, are serving in the St. John Ambulance Brigade Hospital at Etaples, France. The Surgeon has returned to Canada. The others are serving in all parts of the world.

Also 400 men have united with the Canadian Army Medical Corps and in other services of the Canadian Militia

By arrangement, the St. John Ambulance Brigade Overseas is responsible for the selection of trained nurses who may in future be sent forward for service, under joint agreement of the National Relief Committee.

The St. John Ambulance Brigade overseas is also responsible for the sending forward of members for service as V.A.D.'s in the Naval and Military Hospitals in England for the duration of the War. These members are selected on the nomination of the officers in charge of Nursing Divisions in possession of specific qualifications.

The following is a list of the Divisions of the Brigade and location :

Division.	No.	Location.	Officer or Member in Charge.	Address.
Forest City	1	London, Ont.	W. B. Clark	204 Regent St.
Central Division	2	Toronto.	Chas. Linforth	1067 Dufferin St.
Ft. Garry	3	Winnipeg,		
Parkdale	4	Toronto	T. L. Stevens	59 Armstrong Av.
West Toronto	5	Toronto	A. C. Kline	24 Kenneth Ave.
Riverdale	6	Toronto	J. J. Williams	31 Bartlett St.
Can. Westinghouse	7	Hamilton	B. M. Little	121 Balsam Av.
Owen Sound	8	Owen Sound	Geo. Swain	561-3rd Ave. E.
Winnipeg Fire Dept.	9	Winnipeg		
Earlscourt	10	Toronto	H. W. Winter	35 Homesdale rd.
Welland	11	Welland	J. McIlvride	Welland
St. James	12	Winnipeg		
Cope Chatterson	13	Brampton	J. Axworthy	Brampton, Ont.
C.P.R. Div.	14	Winnipeg	J. T. Warde	402 Dufferin St.

Division	No.	Location.	Officer or Member in Charge	Address
McClary	15	London, Ont.		
Muskoka	16	Muskoka		
Saskatoon	17	Saskatoon		
Oshawa	18	Oshawa	G. E. Judd	
Angus	19	Montreal	S. A. Gidlow	Oshawa, Ont. 231 Windsor Sta
Trades and Labor	20	Winnipeg		
Montreal	21	Montreal		
Sutherland	22	Sutherland		
Steel Co., Canada	23	Hamilton		
North Bay	24	North Bay		
Wheat City	25	Brandon		
London Police	26	London, Ont.		
Queen City	27	Regina, Sask.		Glasgow House
Windsor Central	28	Windsor	J. T. Gresty	215 Church St.
St. Catharines	29	St. Catharines	H. Lewis	6 Duke St.
Sarnia	30	Sarnia, Ont.	Arthur Parsons	123 Stuart St.
Saskatoon Police	31	Saskatoon		
City Light & Power	32	Winnipeg	E. P. Pielou	516 Windsor Av.
Active S. Contg.	33	Toronto		
Moose Jaw	34	Moosejaw		
Ft. William	35	Ft. William	G. G. Miller	500 Brock St.
Duncan	36	Duncan, B.C.	Kenneth Duncan	Mutter & Dun'n, Duncan, Van- couver I., B.C. Box 1098
Saskatoon Central	37	Saskatoon	Jas. T. Hall	Vicosa P.O.
Vancouver Central	38	Vancouver	Wm. Pattison	62 Cheever St.
Can. Westinghouse	39	Hamilton	J. C. Williams	
Edmonton	40	Edmonton	Col. E. B. Edwards	1215 McKay Ave.

Nursing Divisions

Central	1	Toronto	Miss C. Durand	20 Maitland St.
Ft. Garry.	2	Winnipeg	Dr. M. E. Douglass	136 Sherbrooke
Owen Sound	3	Owen Sound	Miss L. McCullough	Box 77
London	4	London, Ont.	Mrs. J. F. Thompson	36 Riverview Av.
Cobourg	5	Cobourg,	Miss Caddy	Cobourg, Ont.
Ft. Rouge	6	Winnipeg	Miss I. Paton	200 Dromore Av.
Saskatoon	7	Saskatoon	Mrs. J. T. Hall	Box 1098
C.P.R. N. Div.	8	Winnipeg	Dr. M. E. Crawford	503 Kenmore Apt Broadway
Windsor Cent.	9	Windsor		Winnipeg
Regina	10	Regina, Sask.	Mrs. W.A.Thompson	2141 Victoria Av.
Windsor Frontier	11	Windsor	Mrs. E. B. Reynolds	51½ Windsor Av.
Sherbrooke	12	Sherbrooke	Mrs. S. Jones	7 High St.
Edith Cavell	13	Saskatoon	Mrs. E. F. Weston	Central Chamb.
West Toronto	14	Toronto	Miss C. Harris	190 Osler Ave.
College	15	Toronto	Dr. M. Patterson	97 Walmer Rd.
Hamilton	16	Hamilton	Mrs. E. Tooth	9 Keith St.
Halifax Central	17	Halifax, N.S.	Mrs.G.A.Macintosh	464 Robie St.
Vancouver Central..	18	Vancouver	Mrs.M.E.Johnson	786 Bute St.
Montreal Central.	19	Montreal	Mrs. J. A. Henderson	575 Roslyn Av. Westmount
Edmonton Central	20	Edmonton	Mrs. C. A. Lucas	Montrea
Kingston Central	21	Kingston	Mrs. H. Ogilvie	9671-87 Ave.
St. Catharines	22	St. Catharines	Miss B.A.L.Thomps'n	450 Princess St.
Simcoe Central N.	23	Simcoe	Dr. B. L. Coliver	68 James St.
North Montreal.....	24	Montreal	Ethel I. Musson	Simcoe Bk of Montreal, Peel St.
Guelph Central	25	Guelph, Ont.	Dr. Annie Ross	MacDonald Hall
Mount Royal	26	Montreal	Miss L.E.P. Thurst'n	2599 Hutchinson
St. John	27	St. John,N.B.	Mrs. G. A. Kuhring	81 Sewell St.
London	28	London, Ont.	Mrs. J. B. McKillop	326 St. James St.
Quebec Central	29	Quebec	Miss J. Y. Burstall	Box 40
St. Thomas	30	St. Thomas	Miss F. Hobson	46 Metcalfe St.
Fredericton	31	Fredericton	Mrs. K. Black	692 Queen St.
Ottawa Central	32	Ottawa, Ont.	Miss Hazel Todd	15 Castle Bldg.
Peterboro	33	Peterboro	Mrs. J. M. Douglass	Y.W.C.A.
Victoria Central.....	34	Victoria, B.C.	Mrs. Chas. Wilson	1447 Hampshire Road
Celia Lucas	35	Edmonton	Miss G. E. Mackie	10818-125th St
Brockville	36	Brockville	Miss Nan Champ	Brockville
Weyburn	37	Weyburn	Miss I. M. Sutcliffe	Weyburn
Montreal Western..	38	Montreal	Mrs. L. E. Clarke	107 St. Luxe St.
Calgary	39	Calgary	Mrs. E. E. Nelson	709 15th Ave. W.
Devonshire	40	Regina	Miss H.M.Mathewns	Regina, Sask.

Persons desirous of uniting with Divisions of the St. John Ambulance Brigade Overseas should communicate with these officers and in the event of there being no Brigade Division in their locality the possibility of the formation of such should be taken up with Headquarters Office, 554½ Yonge Street, Toronto.

Rule 3, Schedule V., General Regulations, 1916, reads :

"That any person desiring to join the Division shall provide such reference as may be required, shall be proposed and seconded by two members, and shall have his or her name posted on the notice board for one month, at the expiration of which his or her name will be brought before the next meeting of the Division for election."

Members of the Divisions of the St. John Ambulance Brigade are being used by the Admiralty, War Office and Private Hospitals as hospital subordinates, but advice has been received from Headquarters, St. John's Gate, London, England, that members of the Brigade Overseas must not proceed to England for service without a definite order from the Deputy Commissioner for Canada.

The office of the St. John Ambulance Brigade Overseas, within the Dominion of Canada, is requested to warn all others, not members of the Brigade, who are desirous of proceeding to England to render service, that they do so entirely at their own risks unless a definite appointment has been secured by them before proceeding overseas.

No one should proceed to England without being assured of a definite appointment awaiting them.

Terms of Service for probationary nurses, who must be of good education and between 23 and 38 years of age, will, if selected, serve for a month on trial and, if approved by their matron, will be required to sign on for the duration of the war. They will receive a salary of £20 per annum, rising to £30 per annum, board, laundry allowance, lodging, and £1 per quarter for the upkeep of uniform. They will be required to work under fully trained nurses' and will be under the direct control of the Officer-in-Charge and the Matron of the Hospital. They will be required to live in quarters provided for the nursing staff of the hospital under the control and supervision of the Matron.

In both ambulance and nursing divisions before volunteering each member should undergo a strict medical examination and obtain a certificate of physical fitness, as on enlistment they will have to undergo the usual medical examination and if not up to the required standard will be rejected. No employment of any kind or financial assistance can be offered to persons rejected by the naval or military medical authorities owing to physical unfitness.

All volunteers must be vaccinated or re-vaccinated if it is considered necessary by the doctor making the medical examination—this is very important. All must be inoculated for typhoid fever.

All members (other than trained nurses) volunteering must pay their passage to England and back to their homes.

Board and lodging will be provided free of charge during the period which may elapse between their arrival in England and being detailed for duty.

In the case of probationary nurses two personal references from persons who have known them for two years (Mayor, Magistrate, Justice of the Peace, Minister of Religion, Barrister, Medical Practitioner, Solicitor or Notary Public), will be required.

Application for service in hospitals by those holding the necessary qualifications should be sent to the Officer-in-Charge of their respective division, who will submit the same to Headquarters, 554½ Yonge St., Toronto.

CANADIAN RED CROSS SOCIETY

Head Office : 77 King St. E., Toronto

Patron

F.M. H.R.H. the Duke of Connaught, K.G.,
His Excellency the Duke of Devonshire

President

Her Excellency the Duchess of Devonshire

Past Presidents

Hon. Brig.-Gen. Sir John M. Gibson, K.C.M.G.
Surgeon-Gen. G. Sterling Ryerson, M.D., R.M.O.

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Hon. Solicitor—John T. Small, K.C.

Hon. Secretaries : Mrs. H. P. Plumptre
B. S. MacInnes, Esq.

Commissioner Overseas—Col. C. A. Hodgetts, C.M.G.,
C.A.M.C.

The Canadian Red Cross Society is the representative in Canada of the International Red Cross Society with its Executive Committee in Geneva, Switzerland.

The work of the Red Cross Society is to co-operate with the Medical Services of the Navy and Army in the relief of sick and wounded sailors and soldiers.

To this duty, assigned to the Red Cross Society by the Geneva Convention of 1863, the Hague Convention has added that of ministering to the needs of prisoners of war.

In Canada, by an agreement already described (see page 3) the work of the Red Cross Society has been limited to the collection and distribution of funds and material for these objects.

The Society conducts its operations through chartered Provincial or Local Branches, of which there are now about 800, while thousands of organizations of all kinds are contributing to the funds and stores of the Society.

Provincial Branches of the Canadian Red Cross Society

NOVA SCOTIA—Halifax, Mrs. Wm. Dennis, Dennis Building, President.

PRINCE EDWARD ISLAND—Charlottetown, S. R. Jenkins, Esq., M.D., Secretary.

NEW BRUNSWICK—St. John, Miss Elsey Clements, Secretary.

QUEBEC—Montreal, J. J. M. Pangman, Esq., 45 Belmont Park, Secretary.

ONTARIO—Toronto, Mrs. H. P. Plumptre, 77 King Street East, Toronto, Secretary.

MANITOBA—Winnipeg, Chas. F. Roland, Esq., Industrial Bureau Bldg., Secretary.

ALBERTA—Calgary, Miss M. Pinkham, Rex Theatre, Secretary.

SASKATCHEWAN—Regina, P. H. Gordon, Esq., New Armour Block, Secretary.

BRITISH COLUMBIA—No Provincial Branch.

Vancouver, B.C., I. I. Rubinowitz, Esq., 220 Rogers Bldg., Granville St., Secretary.

Victoria, B.C., Chas. Williams, Esq., 521 Port St., Secretary.

The Headquarters Office and warehouse of the Society are situated at 77 King Street East, Toronto, with shipping warehouse at St. John, N.B.

All contributions and supplies from Local Branches should be sent in to the Provincial offices or receiving warehouses as directed by Provincial Branches.

The distribution of the Society's stores is under the supervision of Colonel C. A. Hodgetts, C.E.F., Canadian Red Cross Commissioner, with the aid of two assistant commissioners, Major Claude Bryan, in England, and Major Harry Blaylock, in France.

The Society has its receiving warehouse in England at Tooley Street, London, with branches at Shorncliffe and in France. There are also in France a Headquarter Depot at Boulogne, and a depot at Paris, besides branch depots near all the large Canadian hospitals. The officers commanding the hospitals are invited to indent upon these stores. A system of electric motor lorries carries supplies to the advanced casualty hospitals and field ambulances of the Canadian Expeditionary Force and needy French hospitals.

In order that every wounded Canadian in whatever hospital he is placed may profit by the stores of the Society, the Information Bureau of the C.R.C.S. in London receives the names of all wounded Canadians, and corresponds with each man, whether in France or the British Isles, and sends him a parcel of "comforts," also arranging for a visitor to call upon him. Mrs. David Fraser is in charge of the distribution of parcels. The Department also does much good work in corresponding with the friends of the sick and by tracing up "missing" men. Lady Drummond presides over this Department. The Prisoners of War Department undertakes to despatch three 10-lb. food parcels a fortnight to each Canadian prisoner, in addition to 13 lbs. of bread at a total cost of about \$15 each per month. There are approximately 2,300 Canadian prisoners. This work is under Mrs. Rivers-Bulkeley.

THE SOCIETY'S NEEDS

(I) MONEY.

To buy ambulances ; to equip and enlarge hospitals ; to purchase surgical appliances, rubber goods, and drugs (an ever increasing source of expenditure), and the many "extras" not included in the Government issues asked for by the doctors, and to minister to the needs of the many Canadian prisoners in German prisons.

About \$500,000 per annum is required for this purpose.

The demand for supplies which involve cash expenditures is constantly increasing, and therefore all supporters of the Red Cross Society, especially its chartered Branches, are asked to remit an increased proportion of cash rather than supplies in kind to the Head Office.

(2) SUPPLIES.

Supplies needed in the largest quantities are marked with two asterisks—**; those next in quantity with one asterisk—*.

In view of the need for cash stated above, it is clear that money raised for the Society should only be spent in purchasing materials for those articles which are definitely asked for through our Commissioner.

By the courtesy of the Butterick Publishing Company we are able to offer a set of patterns of the garments required, and we urge all workers to apply for these, not forgetting to enclose ten cents to cover expenses of mailing each set. Apply to the Red Cross Head Office or Local Branch and not to the Butterick Company. We also give full instructions for making all knitted garments, and directions for packing the same so that every working party in Canada should be able to make and pack its contributions correctly, so avoiding waste of time and valuable materials.

All the articles described in this book are wanted continuously unless notice to the contrary is issued.

Flannel shirts, pyjamas, and dressing gowns are never over-stocked, but the garment most in demand is socks. We appeal to expert sock-knitters not to knit wristlets, scarves and helmets, but to knit only socks.

We cannot have too large a quantity of the following garments (besides knitted goods described afterwards), which are supplied to the sick and wounded and prisoners, and not to the "well" soldiers in camp or in the trenches.

PLEASE DO NOT USE COTTON EIDERDOWN FOR GARMENTS IF IT IS VERY INFLAMMABLE. TEST IT FIRST.

All collars should be at least $15\frac{1}{2}$ inches, and should vary up to 17 inches. Mark all garments with size of collar and tie up each size in a separate parcel, six garments in each.

* Pyjamas, flannelette or lightweight flannel. Finish trousers with tape running string. Large arm-hole necessary to admit bandaged arm. Put top button and hole below (not in) collar-band and last button seven inches from bottom of coat.

Helpless or Surgical Shirts are not required.

* Day Shirts, flannel or union flannel with collars. Cuff open with button and hole.

Dressing Gowns, heavy flannel or soft, thick tweed.

Hospital Suits, blue or gray flannel, lined white flannelette—NOT WANTED AT PRESENT.

Surgeons' Ward Coats, heavy bleached cotton. Heavy white sheeting.

**Surgeons' Operating Gowns. Heavy white sheeting.

Nurses' Aprons, white sheeting, 72 inches wide.

Slippers required; but must have stiff soles, preferably leather or heavy felt.

Ward Slipper—for bandaged foot. Pattern at Head office.

Helpless Pyjama Coat. Pattern at Head Office.

Fomentation Wringer— $\frac{1}{2}$ -yard plain crash.
Hem ($\frac{1}{2}$ inch) each end. Tie up in dozens.

Bed-Pan Cover—Square of ticking, 18 inches square after hemming raw edges. Tie up in dozens.

Amputation Dressings Cover—Apply to Head Office for pattern.

Laparotomy (or Operation) Stockings—To cover patient from foot to thigh. White flannelette or canton flannel. Pattern should be obtained from Head Office.

***Stretcher Caps**—Can be made of remnants of cloth or tweed and lined with flannelette. Pattern at Head Office. See also Woollen Caps, page 24.

*** Pneumonia Jacket**—Made of cheesecloth and absorbent cotton. For pattern apply to Head Office.

Bed Pad. 17 x 17 inches. 6 layers of newspaper, 1 layer non-absorbent cotton, covered cheap gauze (not cheese cloth). Pattern at Head Office.

KNITTED GOODS

Yarns and Knitting Needles—Owing to the many different names under which yarn is sold, giving little guidance as to weight of yarn or size of needles required, the following information is furnished :

In order to ascertain the size of yarn, take a one oz. knot or skein and count the strands in it.

Yarn which runs 30 to 36 strands to the ounce is suitable for socks, and would require about No. 12 needles.

The coarser yarn is generally sold in quarter-pound skeins or knots, and runs about 96 strands to the skein. This requires about No. 11 or 12 needle, and makes a heavy sock.

Needles—All needles, bone, celluloid and steel, are supposed to be numbered according to the same scale. No. 10, for instance, should be exactly the same in steel as in bone.

The standard gauge is Morall's Bell Gauge, and needles should be tested by being passed through mouth of opening into round hole, with the exception of Nos. 1 to 5, which must be passed through the holes.

SOCKS

The Canadian Red Cross Society has a considerable stock of yarns especially suitable for their requirements, and will send samples and prices of either upon application to workers for patriotic purposes.

Bonworth—4-ply fine worsted yarn.

Socks must not have a ridge under the heel nor at the end of the toe.

Do not knit coarse yarn on fine needles.

Never finish a toe by placing stitches on two needles and casting off from both needles together; never do this under the heel.

Break any knots in the wool, and join again by running each end into the other with a darning needle for about six inches.

To make the heel more durable, white Dexter knitting cotton, No. 20, price 5 cents per ball, may be knitted in with the wool.

Always wash the socks carefully before giving them in.

***Day Sock**—To avoid blood-poisoning from dyes, wash yarn thoroughly in boiling water, and rinse in several waters, before knitting.

Cast on loosely round the top of the leg.

Length of foot when finished 11 inches.

6½ oz. of 4-ply fingering (Bonworth), needles No. 12,

Cast on 64 stitches, rib 3½ inches, 2 plain, 2 purl.
Knit plain 8 inches (11½ in all).

HEEL—Knit plain 32 stitches on to one needle, turn, purl back these 32 stitches, turn, knit plain, repeat these two rows (always slipping the first stitch). 13 times (14 in all.)

With the inside of the heel towards you, purl 18 stitches, purl 2 together, purl 1.

Turn, knit 6 stitches, slip 1, knit 1, pull slipped stitch over, knit 1, turn, purl 7 stitches, purl 2 together, purl 1.

Turn, knit 8 stitches, slip 1, knit 1, pull slipped stitch over, knit 1, turn, purl 9 stitches, purl 2 together, purl 1.

Turn, knit 10 stitches, slip 1, knit 1, pull slipped stitch over, knit 1, turn, purl 11 stitches, purl 2 together, purl 1.

Turn, knit 12 stitches, slip 1, knit 1, pull slipped stitch over, knit 1, turn, purl 13 stitches, purl 2 together, purl 1.

Turn, knit 14 stitches, slip 1, knit 1, pull slipped stitch over, knit 1, turn, purl 15 stitches, purl 2 together, purl 1.

Turn, knit 16 stitches, slip 1, knit 1, pull slipped stitch over, knit 1, turn, purl 17 stitches, purl 2 together.

Turn, knit 17 stitches, slip 1, knit 1, pull slipped stitch over.

Pick up and knit the 14 stitches down the side of the heel piece.

Knit the 32 stitches of the front needles on to one needle. Pick up and knit the 14 stitches at the other side of the heel piece. Divide the heel stitches on to the 2 side needles, and knit right round again to the centre heel.

First needle, knit to within 3 stitches of the front end of side needle, knit 2 together, knit 1.

Front needle plain.

Third needle, knit 1, slip 1, knit 1, pull slipped stitch over, knit plain to end of needle.

This reducing to be done every other row until there are 62 stitches on the needles (front needle 32, side needles 15 each).

Knit plain until the foot from the back of the heel measures 9 inches.

KITCHENER TOE—Knit 7 stitches then slip 1, knit 1, pull slipped stitch over, knit 7 stitches, slip 1, knit 1, pull slipped stitch over. Repeat this round the 3 needles. Then knit 6 rows plain, then knit 5 stitches, slip 1, knit 1, pull slipped stitch over and repeat round the 3 needles. Then 4 plain rows, then knit 3, slip 1, knit 1, pull slipped stitch over, repeat round the 3 needles, and then 3 plain rows. Then knit 2, slip 1, knit 1, pull slipped stitch over, repeat to end of three needles ; then 2 rows plain, then knit 1, slip 1, knit 1, pull slipped stitch over, repeat to end of three needles, then 1 plain row. Then 1 row decreasing twice on the front needles and once on each of the back needles. This will leave about 8

stitches on front needle and 4 on each of the back needles. Slip the back stitches on to 1 needle. Break off the wool, leaving about 12 inches. Thread this into a darning needle or bodkin, put it through the first stitch on front needle as if for purling but do not take the stitch off. X. Then put the darning needle or bodkin through the first stitch on the back needle as if for knitting and do not take off. Then through the first stitch on front needle again knitting and slip off. Through the second stitch on front needle purling and do not take off. Through the first stitch on back needle, purling and take off. Repeat from X till all the stitches are worked off.

N.B.—Each stitch must be gone through twice. Slip off when knitting on front needle. Slip off when purling on back needle.

In finishing off end of yarn run yarn once down the toe so as not to make a ridge or lump.

To make the heel very much stronger, knit in with the wool No. 20 Dexter's white knitting cotton, price 5c. per ball. Do not knit the cotton tightly.

These directions are given for those knitters who are not accustomed to knitting socks. Other patterns may be used provided they have not the defects mentioned on page 15.

Large Amputation Sock (Thigh)—Four No. 9 needles, $2\frac{1}{2}$ oz. double knitting wool, or No. 10 needles and $2\frac{1}{2}$ oz. soft 4-ply fingering.

Cast on 84 stitches, rib 2 purl 2 plain for 4 inches.

Knit plain $8\frac{1}{2}$ inches.

To finish end:

1st row knit 5, decrease (slip 1, knit 1, pull stitch over). Repeat to end of row.

2nd, 3rd, 4th rows knit plain.

5th knit 5, decrease, repeat to end of row.

6th, 7th, 8th, knit plain.

9th knit 4, decrease, repeat to end of row.

10th, 11th, knit plain.

12th, knit 2 decrease, repeat to end of row.

13th, 15th, 17th, knit plain.

14th, 16th, 18th, knit 1, decrease ; repeat to end of row.

This should leave 12 stitches.

Finish with Kitchener Stitch. See above.

Small Amputation Sock (Ankle or Arm)—Four No. 9 Needles, 2 oz. double knitting or 2 oz. soft 4-ply fingering, No. 10 or 11 needles.

Cast on 72 stitches.

Rib 2 purl 2 plain for 4 inches. Knit plain $8\frac{1}{2}$ inches.

To decrease for end:

1st row, knit 5, decrease (slip 1, knit 1, pull slipped stitch over), repeat to end of row.

2nd, 3rd, 4th rows, knit plain.

5th row, knit 4, decrease, repeat to end of row.

6th, 7th rows, knit plain.

8th row, knit 2, decrease ; repeat to end of row.

9th, 11th, 13th rows, knit plain.

10th, 12th, 14th rows, knit 1, decrease ; repeat to end of rows.

This should leave 11 or 12 stitches.

Finish off as for sock. See above.

****Heelless Bed Sock**—4 No. 8 needles and 8 oz. white or natural double knitting wool. 72-82 stitches. Rib 10 inches; plain 10 inches. Toe as before. Pack white socks and stockings in factory cotton.

Knitted Chin Bandage. Pattern at Head Office.

****Bed Sock**—Like enormous boot, made of flannel, canton flannel or flannelette, used double or lined with cotton eider down. Fasten at top with tape.

**** Trench Caps—See page 24**

****Small Kit Bag to Take the Place of Comfort Bag**—Material: Khaki or other colored denim, unbleached crash or drill; Turkey-red cotton; white tape, $\frac{3}{8}$ inch wide.

Directions for making : Make a bag $12\frac{1}{2}$ inches deep by 10 inches wide ; hem at top ; leave the hem open at each end and stitch it along the centre to form a $\frac{3}{4}$ inch casing for a double draw-string of white tape. Make a cross of two pieces of turkey-red cotton cut $4\frac{1}{4}$ inches by $1\frac{3}{4}$ inches ; turn in $\frac{1}{4}$ inch all round ; sew the cross on to side of bag, the top of cross should be $3\frac{1}{2}$ inches from the bottom of the casing, then join the edges of the bag with a French seam. Each bag requires 50 inches of tape.

$28\frac{1}{2}$ inches of material 44 inches wide will make four bags.

1 yard of turkey-red cotton 27 inches wide will make sixty crosses. Contents of bag to be as follows :

Face Cloth	Toilet Soap	Razor
Shaving Brush	Shaving Soap	Tooth Brush
Tooth Paste	Brush	Small Comb
Writing Pad and Pencil	(military)	Envelopes

This list must not be deviated from as this is an official issue, and no man is allowed to have any articles except those mentioned above.

No tobacco, cigarettes or candies in these bags.

DO NOT MAKE THESE BAGS UNLESS YOU CAN FILL THEM COMPLETELY AS DIRECTED. EMPTY BAGS NOT WANTED.

****HOUSEWIVES**—These are required in large numbers as the wounded men almost always come into hospital without these useful articles. Do not make them too elaborate.

Material—18 inches of grey or khaki denim or linen, $5\frac{1}{2}$ inches wide, with $1\frac{1}{4}$ yd. tape or braid for binding, or simply hem all edges.

Size—Cut off about three inches to make second pocket, then turn up one end to form first pocket about three inches deep. Size should then be twelve inches by five and a half inches.

Take strip of flannel $5\frac{1}{2}$ inches by 3 inches and tack it at each end to strip of denim $\frac{1}{2}$ -inch above pocket. Then place strip of material $\frac{1}{2}$ -inch from flannel opposite pocket, stitch down side nearest flannel to make a second pocket, bind or hem around edges of two pockets and edge of housewife, finish with a dome fastener at opposite end to first pocket, pointing this end.

In first pocket place yarn and thread for darning, pair of boot laces, lead pencil, and blunt-pointed scissors. On flannel, place large darning needles, threaded with grey or khaki yarn, and large sewing needles threaded with grey or khaki thread. On the

second pocket pin safety pins, large and medium, and also bachelor buttons. In the second pocket put court plaster. When folded, the housewife should measure about $3\frac{1}{2}$ by $5\frac{1}{2}$ inches.

****Personal Property Bags**—Denim or linen in any color, $10\frac{1}{2}$ to 12 inches deep, 9 inches wide. Make a half-inch hem at top and run a tape drawstring through the hem. On one side of the bag, near the bottom, stitch a white linen (or cotton) label, 5 inches long, and 3 inches wide, on which can be recorded the patient's name, number and regiment. (The measurements of these bags may be varied slightly to save waste of material. Chintz or chintz cretonne, print or gingham pieces may be used. Bright colours liked. Very urgently needed.

Pillows— 28×18 inches. Clean ticks. Feathers only.

Pillow Slips to fit pillows, with no tapes or buttons, but about 9 inches longer than pillow.

Sheets— 60×90 . Ready laundered. Good quality not necessary. Tie in half dozens.

**** Towels**—Huckaback or Turkish, about 36×18 inches. Tie in half dozens.

Blankets—Grey or Brown. 80×60 .

Quilts—No quilts except white or white and red autograph washing quilts, size for single bed.

Men's handkerchiefs, dark colors, of ordinary size, ready laundered, are acceptable. Tie up in dozens.

****Buttercloth Handkerchiefs**—Good quality buttercloth, hemmed, about 12 or 14 inches square.

Red Neckties to wear with hospital suits or shirts.

To MAKE CROCHETED NECK TIE.—Materials : Steel or bone needle, ball of soft red string.

Chain 10 stitches, turn and double crochet into each chain for 9 stitches, continue double crochet for $8\frac{1}{2}$ inches, decrease 2 stitches on each of the next 2 rows and double crochet the remaining 5 stitches for 16 inches, increase on the next 2 rows to 9 stitches, and double crochet for 16 inches ; cast off.

N.B.—Double crochet means, place the hook right through the stitch of the former row, pull thread through stitch, pass thread round hook and draw it through both loops.

****Face Cloths**—Hemmed Turkish Towelling, or knitted cotton, about 9 to 11 inches square.

SURGICAL DRESSINGS, INCLUDING PADS, WIPES AND COMPRESSES, AND ROLLER BANDAGES ARE NOT REQUIRED.

Triangle Sling—Khaki cotton, 44 inches square makes two slings. Leave bias side unhemmed. One safety pin.

Shaped Slings. Patterns at Head Office.

Flannel Bandages—White or gray flannel. 4 inches wide, 6 yards long. Raw edge ; remove selvedge. Wool flannel only; no canton flannel or flannellette. Roll lightly and secure with 2 safety pins.

Cotton Binders—Take a piece of heavy factory cotton 64×31 inches. Fold across, turn in all edges and baste carefully. Then stitch around entire binder. Finished measurements, 63×15 inches. Fold and fasten with 6 large safety pins.

Flannel Binders—Gray flannel, 13-14 inches wide, 50-56 inches long. Lightly oversew or blanket-stitch edges.

Pin 6 safety pins in each binder.

Sculptetus Bandage—Material—Unbleached canton flannel. Sizes—For large sized bandage have five strips 56×5 inches and a centre piece 14×8 inches. For smaller sized bandage have five strips $56 \times 4\frac{3}{4}$ inches and a centre piece 12×8 inches. All edges must be oversewed. The strips should be lapped over each other and stitched or herring-boned together for 4 inches on each side of the centre and then joined to the centre piece by stitching or herring-boning. Fold and fasten with 4 or 5 good sized safety pins. Sample at Head Office.

T. Bandage—Material—Strong unbleached factory cotton. Size—The strip for the belt should be 55 inches long and 8 inches wide. The strip for the tail 35 inches long and 8 inches wide. Fold the strips in two and baste carefully to prevent puckering. Stitch around by machine. By inserting the top of the tail strip exactly in the middle of the belt on the lower side, instead of sewing it on to the belt, the bandage can be kept quite smooth and flat. Finished measurements : Belt, $54 \times 3\frac{1}{2}$ inches ; tail, $34 \times 3\frac{1}{2}$ inches. 3 safety pins. Sample at Head Office.

Triangle Bandage—Material—Strong unbleached factory cotton. Size—A square of 42 inches cut diagonally will make two bandages. Do not hem raw edges. One safety pin.

McNaught Head Bandage—Made by hand of cheesecloth. Pattern at Head Office.

Red Cross Labels.—Our Commissioner Overseas strongly advocates the use of labels to be sewn upon garments, showing that they come from the Canadian Red Cross, or at any rate from Canada. The Commissioner thinks that the labels are the best possible way of advertising the fact that the Canadian Red Cross is assisting both the Canadian and Allied Military and Naval Hospitals.

Sphegnum Moss.—The Society has received a request for sphegnum moss dressings to be used in Canadian Military Hospitals overseas, BUT THE SOCIETY DECLINES TO RECEIVE DRESSINGS from any source which has not first submitted samples of moss to be approved by experts appointed by the Society for this purpose. Samples of moss should be addressed to the Secretary, C.R.C. Sphegnum Moss Committee, McGill University, Montreal, P.Q., or to Provincial Branches of the Society, most of whom have appointed experts on their staff.

N.B. INSTRUCTIONS FOR OLD LINEN, COTTON AND FLANNEL

**Linen and Cotton (White only.) Urgently needed.

1. Old linen and cotton must be boiled before being sent in to any Red Cross Branch or to the Head Office.

2. Do not cut up large articles into mouth wipes. Cut off the seams and hems and fold flat. The odd pieces will make slings (40 inches square). Sell smaller pieces for the funds of the Society.

3. Cases of old cotton and linen must be labelled as follows on the outside :

"White cotton and linen only. All contents have been boiled."

4. FLANNEL MUST be carefully washed.

It must not be packed with cotton and linen, but separately and cases labelled :

"Washed flannel only."

Pieces of clean old flannel and white blankets are useful for fomentations.

The Red Cross cannot receive any other worn articles whatever; nor must old cotton or linen be used for dressings or bandages.

PACKING AND SHIPPING DIRECTIONS

N.B.—If these directions are not carried out your cases will be detained and repacked and much extra work caused

1. Tie up all articles in dozens or half-dozens, according to size and material.

REGULATIONS RE UNSUITABLE SUPPLIES

Owing to the difficulty in obtaining sufficient transportation for the supplies of the Red Cross, and after consultation with the heads of Departments and nurses recently returned from work under the Canadian Red Cross overseas, we have decided that until further notice we will not accept for shipment to England or France any of the following articles : Cheesecloth pads filled with paper, ravellings, moss, etc.

Provincial and district Branches are asked to notify contributing centres of this decision, which has been communicated to our shippers at the ports.

Any supplies of the kinds mentioned above received will be disposed of for the good of the Society, but will not be placed on board ship.

Branches are asked to co-operate loyally with the Society in carrying out the instructions laid down in "War Work," and refusing to accept articles of poor quality or bad shape, as the space at our disposal on the ships must be reserved for the stores which are really valued in the war zone.

2. Bed socks and socks should be lightly sewn together in pairs, not pinned. Wash knitted goods carefully before packing.

3. Lists of contents with postal address of sender, should be placed inside and outside every parcel, and a copy also forwarded by mail to the destination of the package, with approximate value of contents.

4. Parcels for Dominion Headquarters should be addressed "Red Cross Society," and marked "Red Cross Supplies," and not "Boxes" or "Dry Goods."

5. Only one kind of article should be packed in each package ; e.g., a case of sheets, a case of socks, etc., etc.

6. Shirts with collars must not be packed with shirts without collars. Specify on parcel whether shirts have collars or not.

7. Articles subject to duty, such as tobacco in all forms, playing cards, candies and all forms of sugar, all forms of spirits, and soaps, must be packed in separate cases to facilitate arrangements with Customs.

8. Send shipments to Head Office "Collect," rather than "Prepaid," and thus avoid the necessity of waiting while claims are made to the Express Companies for refunds.

9. All shipments of fruit, whether cooked or raw, must be prepaid by the senders, as fruit in any form is not carried free of charge by freight and express companies. There will be no refunds on charges on fruit.

IMPORTANT—For Red Cross Provincial and City Branches only :

(a) Small parcels can always be sent in to the Head Office, or Provincial Receiving Centres, but *no large shipment of goods should be made without consulting the Head Office as to the correct destination of the goods, as shipping instructions must vary with the season.*

(b) The Head Office should always receive a copy of Report Form B when goods are shipped to other centres.

(c) Cases should measure 27 in. x 15 in. x 15 in., with rope handles, and be bound with hoop iron.

11. Consignments addressed to individuals cannot be accepted by the Red Cross Society. All goods go into a general fund, on which the Canadian medical officers commanding hospitals and ambulances are invited to indent.

12. Great inconvenience is caused to our shippers by regulation Red Cross cases for overseas reaching the Port and Headquarters warehouses with all sides covered with names and addresses and contents, painted on the case itself. To obviate this, labels have been printed to be nailed on to the cases, and will be supplied from the Mailing Department, 77 King St. East, Toronto, on demand, to all Branches and Auxiliaries packing for overseas in regulation cases. Nothing should hereafter be painted on the cases except the contents on one end (not the side). Covers of cases must be nailed down before iron hoops are put on.

N. B.—None of the supplies entrusted to the Red Cross Society are sold with the knowledge or consent of the Society.

FRUIT PRESERVING

The fruit kitchen established at Hamilton last year has proved so successful and the experience gained in the past two years dictates that it is more economical to have the fruit put up in our own kitchen than to accept preserved fruit from outside points, as the fruit and labor is provided free. It has therefore been decided NOT TO ACCEPT ANY FURTHER DONATIONS OF PRESERVED FRUIT FOR THE OVERSEAS HOSPITALS.

Many branches have desired to be represented in this important part of the work, so we have this year made arrangements which will allow them to do so in the most economical manner.

Any branch of the Red Cross or other Society that desires to be identified with the work of the fruit department, can do so by sending cash donations to the Canadian Red Cross Society, Fruit Department, 18 Park Street South, Hamilton. For every \$25.00 remitted there will be shipped 100 quart jars (glass) of jams, jellies and canned fruits, each jar carrying a label bearing the name of the donors.

Make all cheques payable to the Canadian Red Cross Society, Fruit Department, and address same to 18 Park Street South, Hamilton, Ont.

Canadian War Contingent Association DOMINION BRANCH.

The object of this Association is to minister to the comfort of Canadians in Camps and Trenches or serving by sea and air. For this purpose, the Association appeals for funds and supplies as described below.

Executive Committee

Chairman—Lieut.-Col. A. E. Gooderham.

Hon. Secretary—Mrs. H. P. Plumptre

Hon. Treasurer—Mrs. John Bruce.

Mrs. W. T. Armitage

H. W. Auden, Esq.

Lady Beck

Captain C. W. Bishop (Y.M.C.A.)

Lieut.-Col. J. Bruce

Miss Chapman (W.I.)

Lady Falconer (Y.W.C.A.)

Sir John M. Gibson

J. J. Gibbons, Esq.

Mrs. Graham (W.I.)

Mrs. A. E. Gooderham (I.O.D.E.)

Mrs. Hawkins

Lieut.-Col. Noel G. L. Marshall

Mrs. Edmund Starr (W.C.T.U.)

Mrs. Torrington (N.C. of W.)

Mrs. Waagen

Mrs. Watt

The distribution of Soldiers' Comforts to the Canadian Expeditionary Force is undertaken by the Canadian War Contingent Association, officially recognized by the British Government for this purpose.

Of this Association Sir George Perley, High Commissioner for Canada, is President ; and it includes in its membership all prominent Canadians resident in England.

The Secretary of the Association is Mr. J. G. Colmer, while Mrs. McLaren Brown is the Secretary of the Ladies' Committee. The offices of the Association are at 123 Victoria Street, London, S.W.

By courtesy of the Canadian Red Cross Society, and in consideration of a contribution to office and warehouse expenses, these gifts, generally known as "Soldiers' Comforts" are collected in the Society's warehouses and forwarded by its packing staff, but these goods are not reckoned as Red Cross goods nor included in its returns ; as the Red Cross Society deals only with sick, wounded and prisoners, while "Soldiers' Comforts" go to fighting men.

Confusion is sometimes caused by the fact that both classes of men need the same articles—i.e., socks or cigarettes. Socks and cigarettes sent to the Red Cross go to sick, wounded or prisoners ; while socks and cigarettes sent to the Canadian War Contingent Association go to the men in camp or in the trenches and are known as "Soldiers' Comforts."

The needs of the fighting men have been ascertained by direct correspondence with Canadian officers commanding at the front ; and the following lists are compiled from requisitions which have been actually made by these officers and can therefore be absolutely relied upon.

NEEDS

1. MONEY—To purchase the following articles:

(The cheques should be made payable to the Treasurer, Mrs. John Bruce, and addressed to 56 Church Street, Toronto.)

(a) **Toilet Articles**—Towels, soap, tooth brushes, tooth powder, insect powder, sponges, carbolic soap.

(b) **Food**—Hard candy and chocolate, cakes, tinned fruits, dried fruits, chewing gum, cocoa, curry powder, etc.

(c) **Other Things**—Tobacco, pipes, cigarettes, games, matches and tinder lighters, books and magazines, writing paper and envelopes, lead pencils, pen nibs, mouth organs, toilet paper, candles.

2. Field Glasses—Write for information.

3. Khaki handkerchiefs. Tie up in dozens.

4. * **Shirts**, khaki preferred. (See page 14). Tie up in half dozens. No collars for field shirts.

5. **Vermin Shirts and Knee Pants**—Not required.

6. ** **Socks**. In unlimited quantities. Sew each pair together and tie in half dozens. (See pages 14-16.)

7. **Scarves**—Grey or Khaki yarn or Heather mixture. No. 7 or 8 needles. 58 inches long, 10 inches wide. Knit loosely.

8. **Towels**—Small, Turkish or huckaback.

9. **Balaclava Cap**—Four No. 9 bone needles, pointed both ends 4-ply yarn (coarse or inferior yarn not suitable for socks may be used) in grey or khaki or navy blue for sailors.

Cast on 88 to 92 stitches, rib 4 and 4 for 8 in. Cast off 32 stitches and rib the remaining stitches for $1\frac{1}{2}$ in., then cast on 30 stitches again and rib as before for 5 in.. The space left by casting off 30 stitches leaves the hole for the face.

To shape the top, divide the stitches equally between the 3 needles. First row knit together, the second and third stitches and last 2 stitches on each needle. Repeat this every row till only 6 stitches are left ; draw these together with darning needle and fasten off.

Tie up in half dozens.

10. ** **Trench Cap**—Needles and yarn as above. Cast on 88 to 92 stitches. Rib, 4 plain, 4 purl for 4 inches. Knit plain 7 inches, then shape top as above. Roll the ribbed portion up over plain portion. Tie up in half dozens.

11. **Cobalt Crochet Trench Cap**—Materials : 3 oz. 4-ply fingering or coarser yarn if possible. Crochet needle to suit wool. Stitch: double crochet, putting the needle through the front and back parts of the top of the stitch in last row.

Start in centre of crown with ring of 4 chains, double crochet into this and continue round and round, increasing gradually till you have a per-

fectly flat top 6 in. in diameter, then continue the double crochet round and round for 5 in. more without increasing.

Ear flaps and tie : Double crochet 18 stitches, turn, double crochet 17 stitches, turn, repeat, decreasing 1 in each row till only 1 stitch is left. From this one crochet a chain 6 in. long, turn, and make a double crochet stitch into each chain. Finish off wool.

Leave a space on the edge of the cap of 3 in. from the first ear flap and then begin the 18 stitches for the second one.

12. Wristlet or Half Mitten with Hole for Thumb—Materials : 2 oz. khaki or grey fingering ; Four No. 12 needles.

Cast on 60 stitches. Rib 2 plain, 2 purl for 6½ in.

To form hole for thumb : Instead of knitting round and round, rib backwards and forwards on the 3 needles for 2 in., slipping the first on each row. Then continue to rib round and round for 2 in., and cast off fairly tightly. Reinforce the thumbhole by over-sewing it with wool.

DIRECTIONS FOR PACKERS AND SHIPPERS

The C.W.C.A. has been most fortunate in obtaining ocean transportation for its supplies ; but in order to facilitate shipment, it is most important that these instructions should be exactly carried out.

Much unnecessary work, both at Headquarters and in England, is caused by neglect of the following instructions.

All who wish to help will follow them carefully.

1. Tie up all garments in half dozens.

2. Sew socks together in pairs and tie up half a dozen pairs in a bundle.

3. Lists of contents with name and address of sender should be placed inside and outside every parcel, and a copy also forwarded by mail to the destination of the package.

4. Only one kind of article should be packed in each package ; e.g., a case of shirts, a case of socks, a case of soap, etc., etc.

5. Articles subject to duty, such as tobacco in all forms, playing cards, candies and all forms of sugar, all forms of spirits, and soaps, must be packed in separate cases to conform with Custom regulations.

6. Packages should be sent to

CANADIAN RED CROSS WAREHOUSE,

77 King St. East, Toronto,

clearly marked "Soldiers' Comforts" on the outside of the case.

Or to CANADIAN RED CROSS WAREHOUSE,

St. John, N.B.

or to Local Receiving Centres.

7. Use packing cases ; not bales, which admit the damp and dirt.

8. No single package must weigh more than 56 lbs.

9. All parcels addressed to individuals should be sent through the Parcel Post direct to the recipient, and not through the Canadian War Contingent

Association. The sending of private parcels through a Society only causes confusion and delay in delivery, and the Parcel Post exists to fill this need. The Association requires undesignated supplies of money and goods in order to meet the immediate needs of the men in the camps and trenches.

SAILORS' COMFORTS

It is very desirable that there should be on hand a stock of sailors' comforts which can be used when necessity arises for men in the Navy and Mercantile Marine.

The special needs are as follows :

1. Socks—any colour, size—from those suitable for boys of fifteen upwards.
2. Mufflers 1½ to 2 yards long—any colour.
3. Woollen caps which can be pulled down over the ears. (See page 22.)
4. Woollen gloves or mittens. (See page 25), and leather gloves such as lumbermen wear.
5. Sweaters.
6. Fruit or candies.
7. Comfort Bags. (See below.)
8. Money to buy any of the above.

In addition to the cruisers, there are the patrol boats which patrol the coast round about Labrador, Gaspe, West Coast of Labrador, Bay of Fundy, etc., and the mine sweepers who work unceasingly every day from 4 a.m. to 4 p.m. Many of the men and boys in the Navy are new recruits,—some of them our own Canadian boys unaccustomed to the cold of the North Atlantic. The Mercantile Marine ought not to be forgotten. On it Great Britain and her Allies depend for troops, munitions, food, etc. These men, with a full knowledge of their danger from submarines, sail from port with a smile on their face and their lives in their hands.

A Comfort Bag for each man would be a slight recognition from the women of our country of what we owe the Merchant Marine. The bag should be of navy blue or navy blue and white duck, or galatea, 12 inches long by 10 inches wide, with a double draw string of white tape. On one side near the top, stitch a white label 4½ inches long by 4 inches wide. The contents of the bag may be selected from the following list of articles : Socks, muffler, handkerchiefs, brier pipe, clay pipe, tobacco, cards or puzzle, sweets, small book, writing pad and pencil, housewife, etc.

A Sailors' Comforts Committee has been formed in Halifax, who will take charge of these comforts. The stock will be drawn upon by Capt. Martin and the officers of the Navy and Transport Service, as they are needed.

Mrs. W. J. Armitage, Spring Garden Road, Halifax, is convener of the Committee, and any contributions of money or communications should be sent to her, and all parcels or boxes should be addressed plainly Mrs. W. J. Armitage, Convener, Sailors' Comforts, Red Cross Warehouse, Pier 2, Halifax, N.S.

None of the Supplies entrusted to the National Service Committee or Canadian War

Contingent Association are sold with their knowledge or consent.

CORRESPONDENCE FOR EXPEDITIONARY FORCES

The following rules have been prepared for the Red Cross by the courtesy of the Deputy Postmaster-General, Ottawa, and may therefore be regarded as official.

Letters, postal parcels and other mail matter for members of the Canadian Expeditionary Force should be addressed as follows :

- (a) Regimental Number.
- (b) Rank.
- (c) Name.
- (d) Squadron, Battery or Company.
- (e) Battalion, Regiment (or other unit), Staff Appointment or Department.
- (f) Canadian Contingent.
- (g) British Expeditionary Force.
- (h) Army Post Office, London, England.

Unnecessary mention of higher formations, such as brigades, divisions, is strictly forbidden, and causes delay.

RATES OF POSTAGE

Letters—2 cents for each ounce or fraction thereof, with one cent additional as war tax on each letter.

Post Cards—2 cents each.

Newspapers—1 cent for each 2 ounces or fraction thereof, unless the addressee is known to be in the United Kingdom, in which case Canadian newspapers may be sent at the Canadian inland newspaper rates.

Parcels—While parcels for the troops must, in all cases, be addressed in care of the Army Post Office, London, England, this in no way affects the rates of postage, which depend entirely upon the location of the person for whom the parcel is intended.

Parcels for troops known to be in the United Kingdom are subject to the Parcel Post rate for the United Kingdom, which is 12 cents per pound or fraction thereof. The limit of weight for the United Kingdom is 11 pounds.

Parcels for the Expeditionary Forces in France and Flanders are subject to the following rates :
For parcels weighing up to 3 pounds.... 24 cents
For parcels weighing over 3 pounds and not more than 7 pounds.... 32 cents

The limit of weight in this case is 7 pounds.

Parcels for the Mediterranean and Salonika Expeditionary Forces are subject to the following rates :

1 lb.	32 cents.
2 lbs.	40 "
3 lbs.	48 "
4 lbs.	74 "
5 lbs.	82 "
6 lbs.	90 "
7 lbs.	98 "

The limit of weight in this case is 7 pounds.

It is absolutely necessary that all parcels for the troops should be very carefully and securely packed, as owing to the conditions of transit, parcels not packed with more than ordinary care run great risk of damage or loss of contents.

Thin cardboard boxes, such as shoe boxes, and thin wooden boxes should not be used, nor does a single sheet of ordinary brown paper afford sufficient protection.

The following forms of packing are recommended :

(1) Strong double cardboard boxes, preferably those made of corrugated cardboard, having lids which completely enclose the sides of the boxes.

(2) Strong wooden boxes.

(3) Several folds of stout packing paper.

Additional security is afforded by an outer covering of strong linen, calico, canvas or other textile securely sewn up. It is recommended that all parcels be strongly and securely packed in covers of this nature.

The address of the parcel should be clearly written in ink on the cover, preferably in two places.

The name and address of the sender should also be clearly written in ink on the cover of the parcel. Parcels which do not comply with this condition will be refused. The contents of the parcel should be stated in writing on the cover.

In the case of parcels for the Mediterranean and Salonika Expeditionary Forces, not only must every parcel have an outer covering of strong linen, calico, canvas or other textile securely sewn up, but these parcels should be as nearly round as possible and well padded with shavings, crumpled paper or other protective material, particularly if wooden or metal boxes with square corners are used, as such boxes are liable to damage other parcels.

No perishable articles may be sent, and anything likely to become soft or sticky, such as chocolates, etc., must be packed in tins well fastened down.

The address must be written in bold letters on the covering in ink and not on a label, whether tied or pasted on. The name and address of the sender must also be written clearly on the covering of the parcel. Parcels which do not comply with this condition will be refused.

DIRECTORY OF PATRIOTIC ORGANIZATIONS

As there is a general demand for information as to organizations for War Relief not included in the National Relief Committee, the following information is given.

Further correspondence concerning these organizations should be addressed to the respective secretaries and not to the Red Cross Office.

CANADIAN PATRIOTIC FUND

115 Vittoria Street, Ottawa

OBJECT

The Canadian Patriotic Fund has been incorporated for the purpose of rendering financial aid, in case of need, to the dependent relatives, living in Canada or Newfoundland, of men fighting in the ranks of the Allies, no matter of what nationality they may be or in which army or navy they are serving. It may also assist, should necessity arise, soldiers or sailors discharged from the forces by reason of wounds or sickness.

The head office of the Fund is at Ottawa, the Honorary Secretary being Sir Herbert Ames, Kt., LL.D., M.P., the Honorary Treasurer, the Hon. Sir Thos. White, K.C.M.G., M.P., and the Asst. Secretary, Mr. Philip H. Morris. In the provinces of New Brunswick, Quebec, and Ontario, county and town branches have been formed, and correspondence affecting families or matters in those provinces should be addressed to the head office. In the other provinces, provincial associations act as clearing houses, and communications may be sent to them direct. The Headquarters and Secretaries are as follows :

Prince Edward Island—Major A. A. Bartlett, Charlottetown.
Nova Scotia—A. S. Barnstead, Halifax.
Manitoba—Chas. Webster, Winnipeg.
Saskatchewan—T. M. Bee, Regina.
North Alberta—John Blue, Edmonton.
South Alberta—Thoburn Allan, Calgary.
British Columbia—F. Nation, Victoria.
Toronto and York Patriotic Fund—59 Yonge St., Toronto.

MILITARY HOSPITALS COMMISSION

Care of Returned Sick and Wounded Soldiers in Canada, including Tubercular, Blinded and Crippled men.

Chairman—Sir James Lougheed.
Secretary—Mr. E. T. Scammell, 22 Vittoria St., Ottawa.

Sailors of the Grand Fleet—Help is being sent by Lady Jellicoe's Fund to the Sailors of the Grand Fleet, and special contributions of money only, may be sent to Lady Willison, President of the National Ladies' Guild of the British and Foreign Sailors' Society, at 10 Elmsley Place, Toronto.

COMFORTS FOR INDIAN SOLDIERS

NEEDS :

(a) **Warm Clothing**—Socks, Mitts, Mufflers, Shirts, Fine Soft Flannel Undervests and Drawers, Colored Cotton Handkerchiefs (see instructions pp. 14-23), Sweaters, Waterproof Capes and Ground-Sheets. **Flannel Belts**, 2½ yards long, 13 inches broad, not shaped, 4 steel safety pins.

(b) **Food and Sundries**—Sweetened Condensed Milk, 1 lb. packets of Tea, and Brown Sugar, Chocolate, Candies in ½-lb. packets, Soap, Tobacco (black-rolled), etc., etc., or

(c) **Money to buy the above.**

Address—Secretary for India, I.O.D.E.,

Miss Muriel Bruce,
77 King Street East,
Toronto.

SERBIAN RELIEF

Contributions for this Fund may be sent to A. H. Campbell, Esq., 4 Wellington St. E., Toronto, Hon. Treasurer of the Canadian Serbian Relief Committee.

No supplies of food or clothing will be received.

BELGIAN RELIEF FUND

Secretary-Treasurer of Fund for Canada :

Mons. Hector Prud'homme,
59 St. Peter Street,
Montreal, P.Q.

Object—To relieve destitute Belgians behind the German lines in Belgium.

Needs—(a) Money to buy food.

(b) Food in car-loads only.

(c) New clothing or second-hand clothes in really good condition may be sent to local committees, or to Mrs. A. Pepler, 80 King St. West, Toronto, for Province of Ontario.

Address for money and supplies :

Local Belgian Relief Committees, or Secretary-Treasurer as above.

FRENCH RELIEF (Secours National)

Object—To relieve the impoverished civilians of Northern France, and collect materials for French Hospitals.

Needs—(a) Money.

(b) Clothing of all kinds in good condition.

(c) Hospital Supplies.

Address—Local Branches in Ottawa, Montreal, Toronto, Hamilton, Winnipeg.

The Canadian Red Cross Society is assisting the Red Cross Societies of the Allied Nations with grants of money and supplies.



~~Marquette~~
Marquette 845.

Platina 1251